

NORTHWAY PARISH COUNCIL

Minutes of a meeting of the Staffing Committee held on Wednesday 5th April 2023 in the Ray Shill Room, Northway Community Hub, commencing at 7.00pm

Present: Cllr J Roberts (Chairman) Cllr Mrs S Terry (Vice-Chairman)
 Cllr S Ward

In Attendance: Mrs C Woodward, Clerk of the Council

S/01/23 **Apologies for Absence**

No apologies for absence were received.

S/02/23 **Declarations of Interest**

No declarations of interest, as required by the Code of Conduct adopted by the Parish Council on 11th July 2012 (Min Ref C/159/12), including paragraph 12(2), were made.

S/03/23 **Minutes of the Previous Meetings**

Cllr Ward PROPOSED that the Minutes from the meeting that took place on 19 October 2022 should be approved as a true and accurate record. Cllr Terry SECONDED.

FOR: UNANIMOUS

S/04/23 **Matters Arising from the Previous Minutes**

No matters arising.

S/05/23 **National Association of Local Councils Salary Award 2022 / 2023**

The Clerk informed Members that the cost-of-living increase awarded had been implemented immediately (as per Council policy) but the increment award increases would start in April 2023. Cllr Terry PROPOSED this was ratified and that any necessary changes to bank standing orders should be arranged with immediate effect and the Bank notified. Cllr Ward SECONDED.

FOR: UNANIMOUS

S/06/23 **Exclusion of the Public & Press under Public Bodies (Admissions to Meetings Act) 1960 s1 ss2**
Viz:-

Cllr Roberts PROPOSED that in view of the special / confidential nature of the business that was to be transacted i.e. relating to staff personnel, it was advisable in the public interest that the public and press were temporarily excluded and were instructed to withdraw.

FOR: UNANIMOUS

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S/07/23 Exclusion Items

COUNCILLORS ONLY

Under confidential cover the Committee considered staffing matters including personal information.

S/09/23 Code of Conduct 2021

The new Code of Conduct had been issued in 2021 but Northway Parish Council had not yet adopted it. The Clerk contacted the Borough Solicitor when it had been first received but had been advised to hold back adopting it until the Borough Council had reviewed it to include training. As the Borough Council have to deal with Code of Conduct issues was better that all parishes in the district adhere to the same code. The Borough Council had just adopted the Code and now wanted parishes in the district to adopt it before the May 2023 Elections if possible.

Members went through the Code page by page, and the Clerk highlighted the differences between the new one and the existing, although they were few. Members had no objection to any of the changes and Cllr Roberts PROPOSED that this was recommended to Full Council for adoption.

FOR: UNANIMOUS

S/10/23 Training

It was noted that Cllr Beadle had undergone the 'How to be a Better Councillor' training and Cllr Blackmore had been on a Planning Course. The Play Area Inspector's RoSPA licence would run out in October, and as this training was important for the role Cllr Roberts PROPOSED approval for the training.

FOR: UNANIMOUS

S/11/23 Correspondence received after 30th March 2023

There was none received.

The meeting concluded at 7.30 p.m.